

Meeting Minutes
IEEE 1668 Working Group Organizational Web Meeting
April 23rd 2007 11am

1.0 Welcome and Introduction of Members – D. Dorr

Attendees:

No.	Name	Affiliation	e-mail	Membership (IP/M)
1	Brad Martin	AEP	bpmartin@aep.com	IP
2	Brian Fortenbery	EPRI	bfortenbery@epri.com	IP
3	Doug Dorr	EPRI	ddorr@epri.com	M
4	Greg Olson	PSE&G	Gregory.Olson@pseg.com	M
5	Jack Caufield	NPPD	jscaufi@nppd.com	IP
6	Jim Rossman	TVA	jbrossman@tva.gov	M
7	Mark Stephens	EPRI	mstephens@epri.com	M
8	Melinda Norris	Southern Company	MENORRIS@southernco.com	M
9	Scott Anderson	SRP	swanders@srpnet.com	M

Doug Dorr acted as Chairman for this meeting.

2.0 Agenda Review and Approval

The chair reviewed agenda and received consensus that the items covered where appropriate.

3.0 Display of IEEE patent slides

The chair covered IEEE patent requirements as related to participation and patent disclosure

4.0 Any Additions to Agenda – Agenda Approval

There were no additions noted for including on the Agenda.

5.0 1668 PAR review

The chair reviewed PAR noting that the scope of the effort states that the working group should include sags, swell, and interruption coverage. See scope and purpose attached to the end of the document.

6.0 Overall Meeting Objectives for Moving Forward

6.1 Membership Requirements

Chair indicated that one can participate as an interested party (IP) or a member (M).

Attendees are to send an e-mail to Mark Stephens (mstephens@epri.com) (acting secretary) regarding their preference for being a member or an interested party.

6.2 Outline Development

At the Edmonton meeting, the group will want to present an outline for the proposed document based on the web meeting discussions. Once there is consensus on the outline, the chapters can be developed.

7.0 Liaison Requirements

The working group will need Liaison volunteers for interfacing with IEC and other IEEE activities. These liaison's are not fully defined yet, but we will flesh this out as the working group begins to develop sections of the document.

8.0 Technical Paper Task Force

As the standard is developed, we should identify people for a technical paper task force. The chair requested that the attendees begin thinking about involvement in a technical paper task force to define topics of value that can be used as bibliographical references.

9.0 Review of existing test documents Presentation – Mark Stephens

Mark Stephens reviewed the existing standards such as SEMI F47-0706 and IEC 61000-4-11 and 4-34 describing some of details in these existing standards in terms of Mark's presentation will be posted on the 1668 website.

10.0 1668 Website

The chair noted that P1668 has a web site. The URL for the group website is

<http://grouper.ieee.org/groups/ias/1668/index.html>

11.0 General discussion for moving forward with process

The group discussed what types of events should be addressed.

Scott Anderson, SRP

- 3-phase loads and ASDs come up very often. There is a need for the standard. Customers who passed SEMI F47 actually dropped out during actual events.

Melinda Norris,

- 3-phase testing shows more than single-phase and we would like to see it included.

Group decided that three phase tests should be included (single, two, and three-phase).

It was noted that the will need to be a chapter to addresses the different types of sags to be included.

The discussion next focus on the question “Should the standards include swells and overvoltage as well”? Scott Anderson noted that the second largest complaint is voltage transients as a result of cap bank switching. These complaints are minor as related to voltage sag issues. We need to have a coordination liaison for C62.41/45.

Group agreed that a chapter on electrical environment should be included. The Group should look to publish a technical paper on the environment and what can occur after certain events.

Other input:

Scott Anderson – Real data and phasor relationship at the user bus level (480Vac) is important.

Greg Olson – We need to look at the equipment level to see the voltage quality.

Greg Olson – C62 40 series covers most of the overvoltage events. This is a lesser priority versus voltage sags.

Doug Dorr– We could have a separate document for overvoltage testing, but group consensus is to start with sag testing.

12.0 Action Items Review

Item	Action Item	Responsible	Due Date
1	Attendees should determine if they want to be a Interested Party (IP) or Member (M).	Each Attendee to send e-mail to Mark Stephens (mstephens@epri.com) with their participation preference.	5/1/07
2	Coordinate with C64.41/45 working groups for harmonization.	Doug Dorr	5/7/07 (At SPDC Clearwater Meeting)
3	Provide URL for Web Site	Mark Stephens	5/1/07
4	Post referenced paper and presentation on web site.	Mark Stephens	5/1/07

13.0 Next Meeting Location and Schedule

The next meeting will be held in conjunction with the IEEE IAS Conference in Edmonton, Canada. This will occur on May 7th, 2007 from 5-6 PM.

Another meeting will be held the first week in October (IAS Annual Meeting, Date TBD).

14.0 Meeting Adjournment

Chair adjourned meeting at 12:11 PM.